

## Assistant wealth planner

### Proficiency level

- X New Gen AI skills
- X Transferrable skills at the same proficiency level
- X New skills
- X Transferrable skills at a higher proficiency level<sup>1</sup>

<b>Skills Framework track</b>	Product solutioning and management	<b>Job function</b>	Sales and marketing	<b>Job family</b>	Wealth planner
<b>Sub-sectors</b>	Private banking and wealth management	<b>Expected augmentation by Gen AI</b>	<b>Do more and do new:</b> Gen AI can assist in preparing client onboarding materials, and creating pitch books and presentations. Gen AI tools can also generate insights based on client and market data to support market segmentation research, and the Gen AI output can be used directly by both Wealth Planners and the Head of Wealth Planning to augment their capabilities in client management, acquisition, and advisory services		

### Key tasks that can benefit from Gen AI

Critical work functions	Key tasks
Manage client lifecycle end-to-end	Assist in preparing client acceptance and onboarding procedure materials
	Record client inquiries and ensure they are resolved or escalated
	Complete documentation required to process required instructions for client
	Gather client documentation and review for completeness
	Draft necessary pitchbooks and client presentations corresponding to legal, trust, and other documents
Acquire and manage clients	Analyze succession plans and directions provided by senior team members
	Assist in developing marketing materials for client segments
	Track wealth planning industry trends and developments

### New Gen AI skills

Prompt design	2
Gen AI principles and applications	2
Ethical and responsible Gen AI adoption	2

### Additional skills required for potential redesigned role

Role 1: Assistant relationship manager - Private banking (adj. <sup>2</sup> Score: 0.53)					
Ethical culture	3	Risk management	3	Account management	3
Stakeholder management	3	Service challenges	3	Business negotiation	3
Product advisory	2	Sustainable investment management	3	Natural capital management	3
Business opportunities development	3	Customer acceptance checking and onboarding	3	Non-financial-industry sustainability developments	3
Customer experience management	3	Carbon markets and decarbonization strategies management	3	Client investment suitability	3
Customer relationship management	3	Cybersecurity	3	Sustainability stewardship development	3
Market specialization	3	Climate change management	3		
Role 2: KYC/Customer due diligence analyst (adj. Score: 0.45)					
Ethical culture	3	Service challenges	3	Taxonomy application	3
Stakeholder management	3	Data governance	3	Continuous improvement management	3
Customer acceptance checking and onboarding	2	Regulatory risk assessment	3	Regulatory compliance	3
Customer relationship management	3	Account management	3		

1. Transferrable skills with an increase in one level of proficiency is considered easier to acquire than transferable skills with multiple levels of increase in proficiency, followed by net new additional skills. Depending on job redesign for the financial institution, the financial institution will have to pick select skills to reskill employees on, via a combination of on-the-job training and existing courses.

2. Skills adjacency score.

Source: SkillsFuture Skills Framework